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WAR FOOD ADMINISTRATION  
Food Distribution Administration  
Washington, D. C.

October 21, 1943

Fruit and Vegetable Branch Memorandum No. C 2

To: Federal Shipping Point Supervisors and Inspectors in  
Charge Receiving Market Offices, Fresh Fruit and Vegetable  
Inspection Service.

From: C. F. Kunkel, Acting Chief, Fresh Fruit and Vegetable Branch

Subject: Short Form Certificates

The use of short form fresh fruit and vegetable certificates in many states has increased greatly with the growth of the inspection of truck lots and with the certification required under various marketing programs. A number of different forms have been used in different States. Some are quite simple showing only the number and kind of containers and the grade, while others show almost as many details as the regular shipping point certificate. Some states have used FPI 118, the truck certificate form which is intended to be written out in long hand and delivered to the applicant at the time of the inspection, instead of a short form certificate. This form is for use in writing a complete certificate and should not be used as a short form which is intended to show briefly the kind and quantity of the product inspected and its grade without detailed description of quality. Such a short form should be used only where there is need for a brief certificate of quality, usually to show compliance with the requirements of a marketing program.

In the interest of uniformity throughout the country it is hoped that a single form can be developed for use at all shipping points except where some unusual circumstances require special forms. In order to assist in working out a satisfactory short form certificate of this kind each Federal Supervisor of shipping point inspection is requested to mail copies of any such forms as are now being used in connection with the work under his supervision with a statement of the exact kind of work which is being certified on such forms. It is also requested that suggestions regarding the different headings which are necessary on such a form be sent in with these forms.

Replies to this memorandum should be sent in at once so that this information will be at hand by November 1.

*C. F. Kunkel*

